



CPC Meeting Minutes

December 4, 2012

Union Mission Chapel, 315 Old Oaken Bucket Road, Scituate, Massachusetts

Members Present: Mrs. Lisa Halbower-Fenton, Chairperson, Mr. Bill Limbacher, Mrs. Marla Minier, Mr. Harvey Gates, Mr. Frank Snow, Mr. Joshua McKain, Mr. Dave Smith, Mr. Rob McCarry

Other Present: Reverend Donna Cunio, Scott G Moorehouse, Shirley A. Moorehouse, Gertrude Daneau, Judy Amshi, Ron Amshi, Minister Richard Bartlett, Hope Crowell, John Bulman, Joe Wood, Cynde Robbins, Mary Maneier

- Call to order 7 pm
- Acceptance of Agenda- Motion by Mr. McKain, Second by Mr. Limbacher, and all voted in favor to accept the agenda as submitted.
- Acceptance of Minutes- Motion by Mrs. Minier, Second by Mr. Smith and all voted in favor to accept the minutes as submitted.
- Signing of Invoices
- RFP's on Higgins/MacAllister survey is awarded to Ross Engineering Company, Inc. The cost for doing the survey is \$6967.50. Motion Mr. Snow, Second Mr. Gates, all voted in favor.
- Thank you to Reverend Donna Cunio and her congregation for sponsoring our meeting in the Union Mission Chapel. It is a beautiful preserved place of history.
- Lisa asked the committee members to think philosophically about the application process. How do you view spending: spending on open space, historical, recreation, and affordable housing? Is it worth holding some money for future projects, for example the Mordecai Lincoln property? There are potential projects all over the town that CPC could support. The committee needs to keep this in mind when reviewing applications. Lisa would like the committee to utilize the expertise and support available by the CPA Coalition. The Coalition can always be contacted via email and be beneficial with aiding liaisons in directing and insuring applicants that their projects fit the federal frameworks. For example, George could contact the Coalition for guidance on the Foster Archive project. Lisa felt that the committee should utilize the Coalition's guideline chart as a rubric for decision making and can be found on their website. The chart helps to define what constitutes preservation, restoration, and rehabilitation that can qualify for CPC funding. Lisa felt strongly that the committee should align CPC support with the goals of the Coalition since they are directly linked to the federal framework. Frank felt that presently, CPC is viewed as a source of revenue. The question that arises is, how involved does CPC want to be in the facilitation of supported projects? For example, there is a concern about the allocation of money for affordable housing. CPC established an Affordable Housing Trust. The trust allows for money to be allocated to affordable housing projects by passing approval through the town meeting process. CPC has placed 1.4 million in the trust thus far and to date the money has not yet been used. The CPC needs to set up guidelines for usage of the money. Should the 10% of CPC funds be allocated into the trust this year? The committee may want to consider a phase approach to high cost applications/projects. Funding would support one phase at a time. Past Chairman, Mr. Bulman recommended that the money from the 10% allocations per category should always be used first, before taking from the general fund. Harvey's opinion was to keep money in the bank and the committee needs to be prudent in allocation. Frank agreed that diligence is needed to determine projects to be supported. Rick felt that decisions should be made based on whether or not the project is reasonable. And does the project relate to the



communities master plan. He also felt that it would be wise to save, "Be conservative, save for a rainy day or opportunity." There are projects that may come along that are estimated over \$2 million.

- Affordable Housing Trust- The infrastructure is in place and the money is available for an affordable housing project. However, there have been limited projects presented by the Affordable Housing Authority. The projects in the works seem to be stalled, example Kent Street. Lisa proposed that CPC fund a coordinator position, who would work with the nine member trust and the Housing Authority. The coordinator/consultant would attend board meeting, manage, and facilitate projects. This person would be responsible for implementation of a project on behalf of the trust. This would aid in moving projects forward to completion. Frank voiced concern for, who would be responsible for overseeing this position. The CPC would determine the guidelines the coordinator would implement. George said, the qualified person would need to have full understanding of state guidelines and should have experience in affordable housing. George said, the committee should inquire about the part time consultant used by the town of Marshfield. Lisa believed that the Coalition would be a good source to utilize in the solicitation of the position.
- Project overviews from liaisons-
  - 1) Cunio Union Chapel- The online application was submitted. Reverend Cunio presented pictures of the storm windows which she is requesting support for. These pictures were attached to the new application. A letter from the Historical Commission supporting the project was also presented. A proposal from Yeti in the sum of \$3650 for the storm windows as well. The applicant is requesting \$4000 in order to cover any contingencies. Lisa asked that Marla check with the Coalition website to verify that the project meets with the federal standards.
  - 2) Bangert Country Way Trail- The application was revised. The project has a scope of two years. The trail would be similar to the trail on Stockbridge road. Year one the trail would go from First Parish Road to Hughey Road. The project is estimated to cost \$745,000 over the two years. The town budget will provide \$133,000 to fund the engineering. Bill said, there still needs to be a concrete cost breakdown and is funding for both phases being requested at one time. The Planning Board did not give support for the project. CPC is funding the "Grand Loop". The loop circumnavigates the town and impacts the community at large. The Planning Board needs to be presented with the benefits of the project by a member of the CPC. Lisa felt the board needs to hear about the CPC's Grand Loop goal. Harvey felt the first phase of the project fits with this goal; however phase 2 needs further evaluation. The project needs to be revisited with the Planning Board with new information and CPC support.
  - 3) Bucca Maple Street Signs- the question was raised as to whether or not this project can be supported by CPC funds. The signs are generic in nature. In order for signage to receive funding the verbiage needs to demonstrate preservation and protection, that it a body of land is being protected. It was unanimously voted that the project did not fall within the parameter need for support. Bill motioned this vote and Marla seconded it. The committee believes the project can be incorporated in existing signage projects being implemented presently with in the town.
  - 4) Cedar Street- Frank spoke with Chris Wolfe, and informed him that price being asked for this piece of property was too high. Frank questions the value in the piece of property. There is less than an acre of uplands and the lot does not appear to be buildable. The property is not continuous with CPC owned properties in the South Swamp area. It is recommended by CPC guidelines that land best fits when conjoin existing pieces. Rick asked if the land can be utilized for a purpose other than open space. There is also a discrepancy with the size of the lot and surveying would be costly. The committee agreed to vote on this project after it is presented, there maybe more information forthcoming.
  - 5) Community Signage- This application is in need of more information before a determination of approval can be made... The placement of the signs needs to be addressed. The signs need to go on existing CPC properties or connections to CPC properties. The graphics need to be the same as signs presently being used. Matt Brown would be able to provide feedback on this.
  - 6) D. Ball Historical- All of the five historical applications; Cushing's Shay, Gravestone Restoration, Lawson Tower, LRS Roof, and Light House Journals are eligible for CPC funding. Invoices are still needed to support the funding



being requested. Lisa asked, Harvey and Bill to contact the Coalition and review the federal standards. Visuals attached to this application would also be helpful. It needs to be determined if there are any restrictions to the projects. There is a concern; if ownership of historical projects changes does the building maintain its historical significance. The CPC does not want to lose the money being invested into preservation. The question remains about the storage of the shay; would it be prudent to restore if there is no safe place to store? Lisa recommended that Doug Smith rate each of the project applications. It would be helpful if Mr. Smith could rate each project, recommend priority status, and determine their significance to the community.

- 7) Foster Archives- The committee would still like more information on this project to substantiate the cost. There needs to be a clearer understanding on the technology being used in this process. Lisa asked, George to speak with the Coalition experts for their recommendations on this application. It also needs to be determined if there is grant money available to be used towards this project left over from the \$25,000 grant received for archiving. The question was also raised, does this storage project coincide with the plan to renovate town hall.
- 8) Harbottle Scenic Road Signs- This application is eligible for funding. The signs will be used to designate roads as scenic ways. The signage will protect trees and stone walls along these roads, maintaining historical significance.
- 9) Harborwalk Murphy- The Harborwalk project is supported by the Conservation Committee. The width of the walk is 6 feet. Bill was having a John Murphy on Wednesday December 5<sup>th</sup>. Lisa wants Bill to find out about plans for funding engineering and permitting costs. She would also like to know if there are matching funds for this project.
- 10) Recreation- The Recreation Department had a meeting to review each project proposed. The priorities that were set for the year are: 1) SHS Athletic Complex 2) Central Park Fields 3) BB Court Improvements. The Gates track and trail mapping projects have been deferred to next year.
  - a) SHS Athletic Complex- The view box was taken off the application because it does not qualify for funding. The state park part of the application has been put on hold. The skate park will be incorporated into a phase 2 part of the project. The main focus of phase 1 will be for the lighting of the baseball fields. The Reidy Foundation is gifting the lighting for the varsity field. The overall project in phase 1 is to fund lighting for all other fields; soccer, lacrosse. Granite City gave an estimate of \$43,000, however waiting for individual cost break downs. The goal of phase 2 will be to finish lighting the remaining complex and improve all fields. Phase 2 will encompass fields used for all sports and summer programs.
  - b) Central Park Field- The cost of improving the Central Park Field is estimated to be \$125,000. This project will also be done in 2 phases. Phase 1 costs are approximately \$80,000. This money will be used to improve the softball field by providing for proper drainage, field mix, and irrigation. The remaining \$45,000 would be used to build a shed and the foundation for a bathhouse. The bathrooms would be installed in phase 2 of the project. There needs to be designs and engineering plans for the shed and bathhouse done. Lisa asked, if the cost in the application reflects this. It was discussed that within the last 5 years money has already been spent on upgrading the field. Presently, there are no other contributions available to fund this project.
  - c) BB Court Improvements- The cost for this project is estimated to be \$153,000. A revised application with details and line item costs will be provided at the time of the presentation.

# TOWN OF SCITUATE



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- Presentations:
  - December 10, 2012-Foster Archives-7:15 to 7:30
    - Bangert Country Way Trail- 7:30 to 8:00
    - Harbottle Scenic Road Signs- 8:00 to 8:15
    - Five historical applications- 8:15 to 8:45
  - January 8, 2013- Harborwalk Murphy- 7:15 to 7:45
    - Community Signage- 7:45 to 8:00
    - Cedar Street- 8:00 to 8:15
  - January 14, 2013- Three recreation applications- 7:15 to 7:45
- Next meeting December 10, 2012 and 7 pm at the WPA in North Scituate.
- Adjourn 9:30 pm. Motion by Mr. Limbacher, Second by Mrs. Miener, and all were in favor.

Priscilla Grable  
Assistant